

**ALEXANDRIA TOWNSHIP COMMITTEE WORKSHOP MEETING
MINUTES
July 24, 2019**

This meeting was advertised in the Express Times County Democrat, and notice posted in the

Alexandria Township Municipal Offices and the Alexandria Township Website,
(www.alexandrianj.gov) as required by the Open Public Meetings Act.

Meeting Called to order at 6:00 PM.

ROLL CALL:

PRESENT: Mayor Garay, Committeeman Pfefferle, Committeeman Kiernan, Twp. Attorney Representative Anthony R. Todaro

Note: Township Planner Banisch arrived at 6:46

ALSO PRESENT: CFO Steinberg, DPW Foreman Heiser

ABSENT: None

WORKSHOP DISCUSSIONS:

- DPW Truck Purchase

DPW Foreman Greg Heiser was present to discuss the need of new DPW trucks. The following details were made as to the condition of some of the current trucks in the DPW fleet:

1.) 1988 Ford L-8000:

- The worst truck in the fleet
- The truck is 31 years old
- Motor work done 12 years ago. The motor work was designed with a throw away engine which was low grade and the engine was not expected to be able to be re-built
- Concern of the truck's reliability
- Parts are no longer available and Mechanic Mike Hammerstone has to make items or search the internet or EBay to see if anyone is selling discontinued parts
- In the last 5 years, over \$10, 431. 19 have been spent on repairs.

2.) 2001 Sterling 8500

- Purchased from the County in October of 2015 for \$10,000.00. The mileage was 95, 052
- Cost of repairs since purchase have been \$6, 826.67 and mileage is currently 104,224
- A new plow is needed to be fully operational in snow. The current plow has significant rust

3.) 1997 L8000

- Purchased from the County in July of 2009 for \$15,000.00. The mileage was 91, 091

- Cost of repairs since purchase have been \$13,553.00 and mileage is currently 119,300
 - The truck needs a new tailgate to safely haul materials.
- 4.) 1998 L8513**
- Purchased from the County in October of 2015 for \$9,000.00. The mileage was 98,672
 - Cost of repairs since purchase have been \$13,377.00 and mileage is currently 105,963
 - The truck is currently out of service due to body and sub frame rusting with deteriorated metal causing a safety hazard when loaded.
- 5.) 1991 F-800**
- Current mileage is 130,071
 - Within the last 5 years \$3,982.00 has been spent in repairs
 - The dump body needs to be replaced due to significant body rust
- 6.) 1997 L8513**
- Current mileage is 76,997
 - Repair costs for the last 5 years is \$12,188.62
 - Fuel and Hydraulic tank are no longer available and have to be fabricated in Canada
- 7.) 2002 8500 Sterling**
- Current mileage is 60,092
 - Within the last 5 years \$12,940.96 has been spent in repairs.
 - The floor of the dump body had to be cut out and replaced.
- 8.) 1994 LS8000**
- Purchased from the County in 2004. The mileage was 95,052. Price not available for the purchase.
 - Current mileage is 104,224
 - Window parts are no longer available
 - Previous Township Committee advised that the truck was not worth fixing when it was purchased 15 years ago. The truck was intended to be used until a new single axle dump truck was purchased.
 - Bed of dump has been replaced
 - Repair costs to date are \$40,642.00
 - The transmission needs to be replaced every 4 years
- 9.) 2004 Ford F-350**
- Body is rusting
 - Truck bed has holes rusted through and the bed has been replaced once already

Mechanic Mike Hammerstone would like a written directive by the Township Committee to continue making and fabricating parts because some of these truck parts are obsolete. Mechanic Mike Hammerstone is concerned if a vehicle gets into an accident and the New Jersey Department of Transportation investigates they will see the homemade parts.

DPW Foreman Heiser would like to purchase two new F-550 trucks this year as three of the eight trucks in the DPW fleet are considered antiques and four of the eight trucks were purchased from the County when their useful life ended. If the Township Committee agrees to purchase the two trucks it will take approximately a year before they are delivered due to assembly, graphics, and added features. One of the new trucks will replace a truck that does the north end of town. The truck to be replaced will be going for auction. One of the 550 trucks manage Goritz Road for the gravel.

DPW Foreman Heiser indicated that the Township can lease the two trucks and use money in reserve to make the truck payments. Figures provided to DPW Foreman Heiser were for a 7 year lease but a municipality cannot enter into agreements longer than 5 years.

Comm. Pfefferle noted that the Township budgets money on a yearly basis so that the DPW can purchase new equipment every 3 to 5 years. Past decisions made to this fund were to purchase a backhoe and trucks were not replaced. There is currently \$145,000.00 in reserve for DPW equipment needs. Comm. Pfefferle noted that the new DPW garage that was constructed was to extend the life of the DPW fleet, that the budget was passed 60 days ago and that DPW Foreman Heiser made no requests at that time for two new trucks. DPW Foreman Heiser noted that his proposed budget did include two new trucks but the Township Committee dismissed the request and that the new DPW garage is for newer vehicles along with trucks that have sat outside for 25 years in the rain.

Comm. Pfefferle does not want the Township to incur additional debt by taking out a bond for the new trucks and suggested that equipment could be rented or a shared purchase with another Township.

The trucks that DPW Foreman Heiser is looking to purchase are Western Stars. A 5 year lease/finance would cost the Township \$80,000.00 a year. CFO Steinberg noted that the lease needs to be in the budget. There is enough in the DPW reserve to purchase one truck but the purchase would deplete the reserve. DPW Foreman Heiser would like to purchase the two trucks this year as there is cost savings for the second truck due to different features such as the plow and because of how long the delivery of the trucks take. DPW Foreman Heiser will look into what is covered through the co-op regarding the warranty. If the Township lease/finances the trucks that the trucks will have a 5 year bumper to bumper warranty.

CFO Steinberg noted that there currently is \$145,000.00 in the DPW reserve and that 5% is needed to put down as a down payment on a truck with a fully funded ordinance. There is enough resources to order one truck now and the Township Committee can evaluate the needs of purchasing a second truck for the 2020 budget.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to move forward with the purchase of one truck and have the CFO prepare a fully funded ordinance in the amount of \$60,000.00 for the next Township Committee meeting.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

- Resolution 2019-077 Reducing the Tax Rate from Four Cents to Two Cents for the Calendar Year of 2019

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2019-077.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2019-077 FOR REDUCING THE TAX RATE FROM FOUR CENTS TO TWO CENTS FOR THE CALENDAR YEAR OF 2019 FOR THE TOWNSHIP OF ALEXANDRIA, HUNTERDON COUNTY, NEW JERSEY

WHEREAS, on November 6, 2018, the ballot question to allow the Township Committee to set the tax rate for the purpose of Municipal Open Space, Recreation, Floodplain Protection and Farmland and Historic Preservation annually, with a ceiling of four cents per hundred dollars of assessed valuation rather than the fixed amount of four cents per hundred dollars of assessed valuation formally approved in November 2004, was approved by the voters of the Township of Alexandria, and

WHEREAS, the Township Committee of the Township of Alexandria has determined that for the calendar year of 2019, that the tax rate of Municipal Open Space should be reduced to two cents per hundred dollars of assessed valuation as the balance of funds in the Municipal Open Space Trust fund have been deemed sufficient to meet the current needs of Municipal Open Space, Recreation, Floodplain Protection and Farmland and Historic Preservation,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Alexandria, Hunterdon County, State of New Jersey, that the tax rate for the purpose of Municipal Open Space, Recreation, Floodplain Protection and Farmland and Historic Preservation hereby be established at the rate of two cents per hundred dollars of assessed valuation for the calendar year of 2019.

- Resolution 2019-078 Authorizing Alexandria Township as the Lead Agency for temporary Night Help of Ruth J Mulligan, CMCA for the Joint Court of the Delaware Valley

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2019-078.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2019-078 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING ALEXANDRIA TOWNSHIP AS THE LEAD AGENCY FOR TEMPORARY NIGHT HELP OF RUTH J MULLIGAN, CMCA FOR THE JOINT COURT OF THE DELAWARE VALLEY

WHEREAS, the Township of Alexandria, Borough of Frenchtown and Township of Holland entered into a shared services agreement dated March 1, 2015 for The Municipal Court of the Delaware Valley (hereinafter the "Joint Court Agreement"); and

WHEREAS, a resignation for the position of Violations Clerk effective July 15, 2019 has created the need for office help until the Violations Clerk position has been filled ; and

WHEREAS, the Township of Alexandria has agreed to be the lead agency for the hourly salary for night help until the part-time Violations Clerk position is filled, provided that the other member municipalities agree to reimburse the Township on a quarterly basis; and

WHEREAS, Ruth J. Mulligan, CMCA is qualified to assist the Court and will begin working on a temporary basis at \$20.76 an hour; and,

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Alexandria, County of Hunterdon and State of New Jersey, on this 24th day of July, 2019 as follows:

1. The Alexandria Township Committee agrees to be the lead agency for temporary night help salary pursuant to the Joint Court Agreement with Frenchtown Borough and Holland Township. *Frenchtown Borough and Holland Township shall each submit their proportionate share of the aforesaid salary due on a quarterly basis to Alexandria Township within the first 15 days of each quarter.*
2. This approval is contingent on the approval of Frenchtown Borough and Holland Township.

3. Copies of this Resolution shall be forwarded to Frenchtown Borough, Holland Township.
4. This Resolution shall take effect immediately.

- Resolution 2019-079 Extending the Grace Period of Third Quarter 2019 Taxes
Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2019-079.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2019-079 FOR EXTENDING THE GRACE PERIOD OF THE PAYMENT FOR
THIRD QUARTER 2019 REAL ESTATE TAXES FOR THE TOWNSHIP OF ALEXANDRIA,
HUNTERDON COUNTY, NEW JERSEY**

WHEREAS, N.J.S.A. 54:4-66.3(d) requires that at least 25 days elapse between the time tax bills are mailed to the date taxes are due; and **WHEREAS**, it is the desire of the Township Committee of the Township of Alexandria to allow sufficient time for preparation and mailing of the 2019-2020 tax bills after the rate has been struck and for compliance with the statute first above cited.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Alexandria, County of Hunterdon and State of New Jersey, that the grace period for the payment of the 3rd quarter 2019 property tax installment is extended to August 16, 2019,

BE IT FINALLY RESOLVED, that any tax payments received after August 16, 2019, will be assessed interest from August 1, 2019.

- Wood Auction

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to move forward with a proposed wood auction with surplus wood at the DPW.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

- Standard Farms Letter of Intent

A representative from Standard Farms was present asking for a revised Letter of Intent from the Township Committee to include in their application to the State. Standard Farms is requesting two revisions to the previous letter provided to them for last year's application which are:

1. The ordinance in the resolution has yet to be drafted
2. The resolution allows Standard Farms to proceed with their "Alternative Treatment Center Facility" at 26 Airport Road, Alexandria

Resident Linda Castner was sworn in by Township Attorney Representative Todaro so she could speak on this matter. Ms. Castner indicated that she is in the process of preserving the property that Standard Farms is looking at purchasing for their application. Ms. Castner has a letter from the State/County Agriculture Development Board that says only medical marijuana can be manufactured on this property and she doesn't have to sell the property to Standard Farms if the property is to be used for recreational marijuana. It has been the desire of the family to ensure that the property continues to be farmed for generations to come and that the crop to be grown has changed to marijuana.

Last year, the Township reviewed a draft ordinance regarding medical marijuana growing and processing. Some setbacks were:

- 1.) Growing/processing requirements
- 2.) Odor control
- 3.) Restrictions of this use within the Township

Township Planner Banisch noted that applicants who have Letters of Intent with their applications have a better position in getting selected. The applicant will need to apply for a conditional use variance. The ordinance will be for general use regarding medical marijuana and will not be geared to a specific company. Township Planner Banisch recommends that the Township Committee visit potential sites for this use to determine setback requirements to be established in the ordinance.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to authorize Mayor Garay to sign a revised Letter of Intent with the requested changes by Standard Farms.

Roll Call: Aye: Garay, Pfefferle

Nay: Kiernan

Abstain: None

Motion Carried

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to go into Executive Session. (Time 7:41 PM.)

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Open Public Meetings Act RESOLUTION- Executive Session

WHEREAS, N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist:

NOW, THEREFORE, BE IT RESOLVED by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - ☐ A confidential or excluded matter under Federal or State Law or Court Rule.
 - ☐ A matter involving information that may impair the Township's rights to receive funds from the United States Government.
 - ☐ A matter constituting an unwarranted invasion of an individual's privacy rights.
 - ☐ Collective Bargaining Agreement or negotiation of the Agreement.
 - ☐ Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.
 - ☐ Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.
 - ☐ Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.
 - ☒ Matters falling within the attorney-client privilege.
Special Events
 - ☐ Personnel matters involving a specific employee or officer of the Township.
 - ☐ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.
3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.

4. The executive session minutes will be placed on file in the township clerk's office, and will be available to the public as provided for by New Jersey law.
 5. This Resolution shall take effect immediately.
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Comm. Pfefferle made a motion, seconded by Comm. Kiernan to return to public session (8:37 PM).

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

- RFP for Professionals for 2020

Comm. Pfefferle made a motion, seconded by Mayor Garay to go out for RFP's for Township Attorney and an Insurance Risk Manager.

Roll Call: Aye: Garay, Pfefferle

Nay: Kiernan

Abstain: None

Motion Carried

The following matters were discussed in Executive Session:

- Special Events

Reviewed options for a special events ordinance vs. applying for a variance

MOTION TO ADJOURN

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adjourn at 8:53 PM.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 8:53 PM.

Respectfully Submitted:
Michele Bobrowski, CMC/RMC
Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Work Shop Meeting of July 24, 2019 and certify that said Minutes were approved unanimously by the Township Committee on the 11th day of September 2019.


Michelle Garay, Mayor